



## PA Compact Finance Committee Meeting Minutes

October 23, 2024

Name	Member Role	Voting Member	Attendance
Elizabeth Huntley	Minnesota Delegate	x	
Larry Marx	Utah Delegate	x	x
Jamie Alley	West Virginia Delegate	x	x
<b>Total voting members present</b>			2/3= quorum
Marisa Courtney	Vice Chair PA Commission		
Sandra Harrison	OK ED		
Kathy Scarbalis	Ex-Officio – APPA		x
Tim Terranova	Chair PA Commission		x
Greg Thomas	Ex-Officio – NCCPA		x
Name	Non-Member Role		Attendance
Nahale Kalfas	Interim Legal Counsel		x
Jessica Thomas	Interim Executive Director		x

VOTES						
Name	Agenda					Adjourn
Elizabeth Huntley						
Larry Marx	x					
Jamie Alley	x					
	All in favor					All in favor
<b>TOTALS</b>	2/2 motion passes	/ motion passes	/ motion passes	/ motion passes	/ motion passes	

**Welcome**

**Call to order/Roll Call**

**L. Marx calls to order the meeting at 12:04.**

## Review and Adopt Agenda

- Committee reviewed the agenda; Chair Marx called for a motion to adopt the agenda.
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- **Motion:**
  - **Jamie Alley motioned that the committee adopt the agenda.**
  - **Larry Marx seconded the motion.**
  - **2 members present voted in favor; 0 abstained; motion carried.**

## Review Role of Finance Committee

- N. Kalfas went over bylaws and role of finance committee. Shared some charges of finance committee.
- N. Kalfas explains some first items finance committees typically tackle. Fiscal year has been established. Budget is dependent on funding information. Bank account is dependent on secretariat. Secretariat RFP dependent on budget.
- Fiscal policies are included in the packet to look at as examples.

Question J. Alley – Where do we start?

N. Kalfas – Recommends looking at sample budgets from other commissions, getting a secretariat and ED in place. Secretariat sometimes provides ED as their employee but the ED would still report to the commission.

## Discussion of Funding and Funding Processes

- C. Sims is recognized as on the call to present. Committee reviews draft budgets from other commissions.
  - Typically it takes 3-7 months to get a budget going in other commissions. Others have delegated to the chair to draft a budget and then review it with the finance committee.
  - Future funding may include a fee component, other sources such as grants to balance out revenue sources. These are intermittent and not guaranteed.
  - Expenses include IT, staffing, ED, secretariat, legal services, insurance, data system
  - Finance Committee could put down some numbers and discuss items such as in-person vs virtual meetings, bank account (when secretariat is selected)
- N. Kalfas points out line items in the ASLP budget
  - Administrative fee refers to bank account
  - Salaries and wages are for a part time ED
  - Travel budget is never realized, many do virtual or hybrid meetings

Question L. Marx – Asks about compact fees for participants

N. Kalfas – There are two fees, one to the commission most charge between \$30 and \$75, one the state chooses and charges. Most commissions suggest a fee to the states but the state does not have to take the suggestion.

C. Sims – The fee is typically equal to or less than what a single state license would cost.

Question L. Marx – What is the cost for IT support?

C. Sims – 1.5 million for initial build. There are other options available for the PA Compact Commission to explore.

Question J. Alley – Are there renewal fees and does the commission set those? If the initial fee is set by state can the commission set the renewal fee?

N. Kalfas – There is leeway to allow for renewal fees. The commission cannot set fees for states. The state sets their renewal fee but they typically look to other states.

Question J. Alley – Is the data system something we can look into now or wait?

C. Sims – The other compacts get the secretariat and ED first but you can explore options now.

J. Alley – It may be of interest to partner with one of the partners for secretariat and ED. Consider getting data system info along with secretariat and ED.

N. Kalfas – There are many options for how to proceed with secretariat, ED and data system.

### **Delegate Questions and Public Comments**

#### Delegate Questions and Comments

- L. Marx – As we try to find funding, we can be thinking of expenses and considering a draft budget.
  - o Will put together a draft budget without numbers

#### Public Questions and Comments

- G. Thomas – FSMB data are key components. Before exploring data options further, we should look at the work of FSMB and NCCPA.
- J. Alley – Requests more information on Privilege Bridge.
- Some discussion about data system, data agreements that exist, reporting information, data points to collect, and data sharing.
- N. Kalfas – Consider all options and ask questions. N. Kalfas can make recommendations based on firewalling.

J. Thomas will send out poll for next committee meeting, will include Monday, Nov 18 options.

L. Marx – Recommends agenda items draft budget and review of rules of how finance committee will function. Further agenda requests can be sent to Jessica Thomas.

### **Adjourn**

- Hearing no further business or discussion, Chair Marx adjourned the meeting at 12:59 p.m. with no member opposition.